



**REGULAR MEETING OF THE BOARD OF DIRECTORS
DEL PASO MANOR WATER DISTRICT**

**December 3, 2019 6:30PM
1817 Maryal Drive, Suite 300, Sacramento 95864**

AGENDA

The Board will discuss all items on its agenda, and may take action on any of those items, including information items and continued items. The Board may also discuss other items that do not appear on its agenda, but will not act on those items unless action is urgent, and a resolution is passed by two-thirds (2/3) vote declaring the need for action arose after posting of the agenda.

This agenda has been prepared and posted in compliance with the provisions of the Ralph M. Brown Act, and specifically the provisions of Sections 54954.2 and 54954.3 of the Government Code. Board action may occur on any identified agenda item. Any member of the public may address the Board on any identified agenda item of interest after board discussion has ended on that item, and if there is a motion, before the vote is taken. Public comment on items within the jurisdiction of the Board is welcomed, subject to reasonable time limitations for each speaker.

In compliance with the Americans with Disabilities Act, Del Paso Manor Water District encourages those with disabilities to participate fully in the public hearing process. If you have a special need in order to allow you to attend or participate in our public meeting and public hearing processes, including receiving notices, agendas, and other writings in appropriate alternative formats, please contact our office at (916) 487-0419 at least 24 hours in advance of the public meeting or hearing you wish to attend so that we may make every reasonable effort to accommodate you.

Call to order and roll call

Pledge of Allegiance

Announcements

Public Comment

The Public may address the Board on any items not on the agenda which are within the jurisdiction of the Del Paso Manor Water District Board of Directors. Comments shall be limited to five (5) minutes.

Items for Discussion and/or Action

1. Certificate of Participation (Bond) payment for December 2019
Recommendation: Approve payment.
2. Sacramento Suburban Water District Service Agreement update and discussion.
3. District Budget to Actual Comparison Fiscal Year 2018-19 and 2019-20 update and discussion.
4. Succession Planning AD Hoc Committee
Recommendation: job description for the General Manager, desirable qualifications, salary range, recruitment methods, and proposed process and schedule.
5. Finance Ad Hoc Committee
Recommendation: appoint Churchwell White LLP as general counsel.
6. ACWA JPIA "President's Special Recognition Award"
(Information only)
7. Minutes of the October 1, 2019 Regular Board Meeting
Recommendation: Approve subject minutes.
8. Minutes of the November 5, 2019 Regular Board Meeting
Recommendation: Approve subject minutes.
9. Check register for October 2019
Recommendation: Approve subject invoices.
10. Invoices for November 2019
Recommendation: Approve subject invoices.

Director's Meetings and Committees (Per AB 1234)

11. Finance Ad Hoc Committee Meeting – Burt/Lenahan
12. Succession Planning Ad Hoc Committee Meeting – Harrington/Lenahan
13. Policy Manual Review Ad Hoc Committee Meeting - Harrington/Burt
14. Human Resources Ad hoc Committee Meeting – Schneider/Lenahan
15. Safety and Security Ad Hoc Committee Meeting – Burt/Schneider
16. Communication Ad Hoc Committee Meeting - Burt/Schneider
17. Regional Water Authority Meeting – Harrington/Matteoli

18. Water Forum Meeting – Lenahan

19. Other Reports – AB 1234

Interim General Manager’s Report

20. Non-discussion/action items – Written report

General Counsel’s Report

21. Non-discussion/action items

Field Operations Report

22. Status of November field matters

Director’s Comments/Staff Statements and Requests

The Board and District staff may ask questions for clarification, and make brief announcements and comments, and Board members may request staff to report back on a matter, or direct staff to place a matter on a subsequent agenda.

Closed Session (Closed Session Items are not opened to the public)

23. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVERNMENT CODE § 54956.9(d)(2)
(Review allegations of improper handling and/or securing of District personnel files)

24. CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVERNMENT CODE § 54956.9(d)(2) to CONSIDER TORT CLAIM PRESENTED TO THE DISTRICT
Claimant(s): Ben Davis; North American Debt Collection; Davis International Law Firm

Return to Open Session

Adjournment

Upcoming Meetings

Tuesday, January 7, 2019 Regular Board Meeting

I certify that the foregoing agenda for the December 3, 2019 meeting of the Del Paso Manor Water District Board of Directors was posted by November 29, 2019 in a

publicly-accessible location at the Del Paso Manor Water District Board office, 1817 Maryal Drive, Suite 300, Sacramento, California, and was freely available to the public.

Leo Havener
Interim General Manager/Secretary
Del Paso Manor Water District